

**DEPARTMENT OF PARKS AND RECREATION
SMALL BUSINESS AND DVBE
NOMINATIONS FOR THE STATE AGENCY
RECOGNITION AWARDS 2003**

Executive Summary

It is the policy of the Department of Parks and Recreation (DPR) to ensure that increased Small Business (SB) and Disabled Veteran Business Enterprise (DVBE) participation in purchasing and contracting is a priority, by enhancing the purchasing and contracting opportunities for SB and/or DVBE businesses. DPR will achieve statewide SB participation of not less than 25% (as well as 3% for DVBE participation) by adhering to the guidelines of DPR's Small Business Plan. All purchasing and contracting officials statewide shall implement this plan, and be continuously monitored for participation compliance. The following projects were identified in the SB Plan and were implemented during fiscal year (02/03).

The Department of Parks and Recreation would like to nominate ourselves in the following category:

- 1) Electronic Commerce

Please accept our nomination as we look forward to attending the State Agency Recognition Awards 2003 Ceremony on October 2, 2003.

Title of Nomination: Electronic Commerce

A. Project Description: Department of Parks and Recreation Small Business and DVBE Website (developed January 2003)

In January 2003, the department launched **DPR's Small Business and DVBE Website**. The website encourages businesses to do business with DPR. The website lists DPR's Small Business/DVBE Advocates, various district office locations as well as district contacts statewide. DPR's "Goods and Services" brochure explains the types of goods and services that the department utilizes. There are several links to various Department of General Services (DGS) websites:

- California State Contracts Register (CSCR)
- Office of Small Business and Disabled Veteran Business Enterprise Certification (OSDC)
- California Multiple Award Schedules (CMAS)

Additionally, there is a link to the Governor's Small Business Portal which allows businesses to voice their concerns and comment on proposed regulatory changes.

B. Does DPR's Small Business and DVBE Website improve the department's SB/DVBE participation?

Our department's Small Business/DVBE participation has greatly improved over the last few fiscal years. Our outreach and educational efforts within the Small Business and DVBE community provides information and guidance to suppliers. Since our department's purchasing and contracting authority is delegated to each of our various park offices, the SB website enables the supplier to contact each park directly and provide information regarding their company. Our parks are encouraged to utilize Small Business and DVBE businesses when contracting for goods and services.

Small Business (25% Mandate)	FY 99/00	FY 00/01	FY 01/02	1st ½ FY (02/03) (7-1-02 – 12-31-02)
Goods	5.63%	4.38%	5.07%	5.60%
Services	0.53%	3.44%	7.54%	21.40%
Construction	15.26%	6.11%	15.97%	11.00%
Grand Total	21.42%	13.93%	28.58%	38.00%

DVBE (3% Mandate)	FY 99/00	FY 00/01	FY 01/02	1st ½ FY (01/02) (7-1-02 – 12-31-02)
Goods	0.06%	0.02%	0.28%	1.00%
Services	0.08%	6.68%	11.83%	14.50%
Construction	1.16%	8.68%	15.98%	11.80%
Grand Total	1.30%	15.38%	28.09%	27.30%

A. Lessons Learned:

Our department continues to adopt various methods and ideas from other state agencies to increase our own departmental Small Business and DVBE participation levels.

In addition to the Small Business Website idea, DPR adopted another state agency's idea to organize the various SB and DVBE Advocates within Resources Agency. During FY (02/03) DPR organized five (5) "**Resources Agency Small Business and DVBE Advocates Meetings.**" The meetings created a great networking opportunity to share ideas about how to increase the SB & DVBE participation within each department.